



Republic of the Philippines  
 Department of Agriculture  
**PHILIPPINE FIBER INDUSTRY DEVELOPMENT AUTHORITY**  
**Regional Office XIII**

P1A Pigdaulan, Butuan City  
 Email: robutuan@philfida.da.gov.ph, Website: www.philfida.da.gov.ph

**COST DISTRIBUTION PER MONTH**

**STANDARD MONTHLY JANITOR'S CONTRACT RATE**

Based on Wage Order No. RXIII-19  
 Effective January 01, 2025

Place of Deployment: PhilFIDA Regional Office XIII  
 SHIFT: 7:00 AM - 4:00 PM  
 Target Date of Implementation: April 1, 2025-March 31, 2026

Days Worked per Week 5 days  
 Tour of Duty (Monday-Friday) 8 hours/day  
 Daily Minimum Wage Rate **Note: Jan. 1 - April 30, 2025** Php 415.00/day  
 Daily Minimum Wage Rate **Note: May. 1 - December 31, 2025** Php 435.00/day

	<b>1st Tranche</b> <i>(Effective Jan. 1, 2025)</i>	<b>2nd Tranche</b> <i>(Effective May. 1, 2025)</i>
<b>AMOUNT DIRECTLY PAID TO JANITOR:</b>		
Average Pay/Month (DWx261/12)	9,026.25	9,461.25
5 days Incentive Pay (DW x5 days/12)	172.92	181.25
13th Month Pay (DWx261/12/12)	752.19	788.44
Uniform Allowance (R.A 5487)	100.00	100.00
<b>Total</b>	<b>10,051.36</b>	<b>10,530.94</b>

<b>AMOUNT TO GOV'T IN FAVOR OF JANITOR:</b>		
Retirement Benefit (DWx22.5/12)	778.13	815.63
SSS Premium (SSS Circular 2024-006)	1,450.00	1,550.00
PhilHealth Contribution (PHIC Circular 2019-0009)	341.51	357.97
State Insurance Fund	10.00	30.00
Pag-Ibig Fund (PAG-IBIG Circular No. 460)	200.00	200.00
<b>Total</b>	<b>2,779.64</b>	<b>2,953.60</b>

<b>A. TOTAL AMOUNT TO JANITOR AND GOVERNMENT</b>	12,831.00	13,484.54
<b>B. AGENCY FEE - Administrative Overhead/Margin (20% of A)</b>	2,566.20	2,696.91
<b>C. VALUE ADDED TAX (Agency Fee x 12%)</b>	307.94	323.63
<b>TOTAL MINIMUM MONTHLY CONTRACT RATE</b>	<b>15,705.14</b>	<b>16,505.08</b>
<b>NUMBER OF PERSONNEL</b>	1	1
<b>SUB-TOTAL</b>	15,705.14	16,505.08
<b>NUMBER OF MONTHS</b>	4	8
<b>SUB-TOTAL</b>	62,820.55	132,040.62
<b>Total Contract Rate for One (1) Janitor for One (1) Year</b>		<b>194,861.17</b>

Prepared by:  
  
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 Administrative Officer I

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